



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Plans and Specifications and Advertisement for Bids for
Lease/Purchase of Modular Office Building for Electric
Utility Department

MEETING DATE: February 19, 1992

PREPARED BY: Electric Utility Director

RECOMMENDED ACTION: That the City Council approve the plans and specifications for a lease/purchase of a modular office building and authorize advertisement for bids.

BACKGROUND INFORMATION: Temporary mobile offices **were** installed in 1986 and 1989 at the Electric Utility Service Center due to insufficient space for housing **of** staff. Use Permit extensions for these temporary facilities were granted at the last extension request (May 1991) for a one-year period with the condition that permanent facilities be constructed. On July 17, 1991, the City Council approved the Architectural Service Agreement for development of plans, specifications and bidding document for the installation of a modular (portable) office building.

The Electric Utility Department has been diligently pursuing a solution to its overall space deficiency since 1988. These deficiencies include general office space, rest room facilities (**no** women's rest room at all), control room compaction, tool and vehicle storage, tool and equipment repair shops and lack of any conference room. Schematic design plans to address all of these needs have been prepared and presented to the City Council on several occasions in the past. Development of these plans into construction plans followed by actual construction has been placed **on** hold due to other construction needs within the City organization. This recommendation will not address all the deficiencies listed above; it will **only** provide intermediate relief in the areas where relief must be provided at this time.

The estimated value of this building installed **on** the site is 5160,000. Bid opening date has been set for March 25, 1992.

(continued)

APPROVED


THOMAS A. PETERSON
City Manager

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Plans and Specifications and Advertisement for Bids for Lease/Purchase
of Modular Office Building for Electric Utility Department.
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A drawing (Exhibit A) is attached showing the relationship between the modular office and the existing facilities at the Electric Service Center at the H.S.C.

FUNDING: Funds were included in the 1991-92 fiscal year budget
for lease of modular office facilities.


Henry J. Rice
Electric Utility Director

Attach.

Prepared by Hans Hansen
Assist. Electric Utility Director

c: Public Works Director
Purchasing Officer

EXHIBIT A

